



BUILDING DEPARTMENT POLICY / INTERPRETATION

TO: Whom it may concern
FROM: George Reid, Chief Building Official
DATE: June 6, 2017
SUBJECT: Duplicate Review Policy

The Vineyard Building Department allows for a duplicate review process. Vineyard defines a duplicate review as a plan with the exact floor plan and square footage as a plan that has been previously reviewed by the City. Floor plan changes that add square footage or change structural elements it is not a duplicate review.

The benefits to the applicant for submitting a duplicate review are;

- An expedited review process from the standard two weeks to one week
- A plan review fee reduction from 25% to 15% of the building permit fees

It is the responsibility of the applicant to notify the City at the time of submitting the application that it is a duplicate review. This can be done by providing the following information on the description of the building permit;

- Permit# of original permit
- Review# of original permit
- Lot# & Subdivision of original permit

Applications submitted as duplicate reviews that are not duplicates will be added to the standard review queue of two weeks and charged the standard 25% plan review fee.

Contact the Building Department at 801-226-1929 for additional information or questions regarding the duplicate review policy.

Chief Building Official

Date June 6, 2017